



**DISTRICT OF COLUMBIA  
Board of Funeral Directors  
1100 4<sup>th</sup> Street, SW, Room E300, Washington, DC  
Meeting Minutes  
Thursday, October 8, 2015**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, October 8, 2015, at 1100 4<sup>th</sup> Street, S.W., Room 300A/B, Washington, D.C. The Board held its Executive Session to discuss applications for licensure, complaints, legal counsel report, budget report, calendar dates, and correspondence.

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The meeting was called to order by Chair Lynn Armstrong Patterson at 1:07 PM

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**Board Members Present:** Lynn Armstrong Patterson, Randolph Horton, Charles Bowman, Jr., Essita Duncan, and E'Lois Waller

**Board Members Absent:** None

**Staff Present:** Clifford Cooks, Program Manager, Kevin Cyrus, Board Liaison, Andrew Jackson, Board Administrator, Sheldon J. Brown, Board Administrator, George Batista, Investigator, Asia Dumas, Investigator, Luladaye Valli, Examination Coordinator

**Legal Advisor to the Board:** Kia Winston

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**Agenda Item: Comments from the Public**

Ms. Louise Bowman was in attendance for this meeting. Ms. Bowman wanted to address a recent complaint on a funeral home and cremation of her brother. The claim made by Ms. Bowman is that she is seeking either a refund of her money or her brother's remains. The board is currently reviewing the claim made by Ms. Bowman and will follow up at a later date once a decision is rendered.

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**Agenda Item: Review of Correspondence**

No correspondence was reviewed for this meeting.

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DISTRICT OF COLUMBIA  
**Board of Funeral Directors**

**Meeting Minutes**  
**Thursday, October 8, 2015**

**Agenda Item: Minutes**

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member, Randolph Horton, the Board unanimously voted to approve draft minutes for the September 3, 2015 meeting.

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**Agenda Item: Application for Licensure Recommendations**

There were no applications for licensure at this meeting.

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**Agenda Item: Budget**

There was no budget report reviewed at this meeting.

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**Agenda Item: Legal Counsel Report**

There was no legal counsel report reviewed at this meeting.

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**Agenda Item: Complaints**

There were no complaints reviewed at this meeting.

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DISTRICT OF COLUMBIA  
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**Meeting Minutes**  
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**Agenda Item: Review of Calendar**

The Funeral Forum was confirmed for the date of November 19<sup>th</sup> between the hours of 5:00 pm and 8:00 pm. No other new calendar items were discussed in this meeting.

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**Agenda Item: Old Business**

The Funeral Forum, November 19<sup>th</sup> from 5pm to 8pm to be held at Gallaudet University.

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**Agenda Item: New Business**

None

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**Agenda Item: Next Meeting**

The next meeting is scheduled for Thursday, November 12, 2015 at 1:00 pm at 1100 4<sup>th</sup> Street, SW, Room E300.

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**Agenda Item: Adjournment**

Upon a motion duly made by Board member Essita Duncan and properly seconded by Board member Randolph Horton the Board unanimously voted to adjourn the meeting at 3:36 pm.

Respectfully submitted,

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Lynn Armstrong Patterson, Chair

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Date

Recorder: Kevin Cyrus, Board Liaison  
Attachments